

## ANNUAL PUBLIC FILE EEO REPORT 2022

December 1, 2021 – November 30, 2022

Call Sign of Station(s): WVIT, WRDM-CT, WDMR-LD

1. List all full-time job vacancies filled by any station covered by this report during the past year.

Account Executive – 2 positions 10 interviews  
Assistant News Director – 1 position 12 interviews  
Commercial Copy Coordinator – 1 position 4 interviews  
Creative Services Director – 1 position 6 interviews  
Director – 1 position 3 interviews  
Assignment Editor – 1 position 3 interviews  
Chief Photographer – 1 position 8 interviews  
Digital – 1 position 1 interview  
Executive Producer – 2 positions 10 interviews  
Human Resources Coordinator – 1 position 12 interviews  
Local Sales Director – 1 position 2 interviews  
Marketing Coordinator – 2 positions 15 interviews  
Marketing Manager – 1 position 4 interviews  
Multi-Media Journalist – 1 position 5 interviews  
Multi-Platform Video Producer – 1 position 5 interviews  
National Sales Director – 1 position 4 interviews  
Photographer – 1 position 5 interviews  
Producer – 7 positions 13 interviews  
Promotions Producer – 1 position 4 interviews  
Reporter – 2 positions 6 interviews  
Reporter/Anchor – 1 position 7 interviews  
Systems Engineer – 1 position 2 interviews

Telemundo Commercial Producer – 1 position 7 interviews

2. For each vacancy listed, attach to this report the relevant and completed Recruitment Source Data Form.

**Please see Appendix A - NBC Connecticut WVIT RECRUITMENT SOURCE LIST**

3. In total, how many interviewees did the station (or station group) interview for all the full-time job vacancies identified in response to Question 1?

148 interviews conducted since December 1, 2021

4. In total, how many persons interviewed by the station for any of the above-listed job vacancies were referred to the station from each of the recruitment sources used by the station? Please provide this information in matrix form.

Name of Recruitment Source	Total Number of Interviewees Referred During the Year
Campus Job Board / Event	3
Contacted Directly by NBCUniversal HR Representative	4
Current / Former NBCUniversal Intern	4
Current NBCUniversal Contractor / Freelancer	2
Current NBCUniversal Employee	32
Former Employee	10
LinkedIn	14
NBCUniversal Affinity Groups	2
NBCUniversal Careers Site	53
Referral	22
Search Firm Agency	1
Facebook	1

5. Please summarize the station's (or station group's) broad outreach initiatives during the past year. Please identify each initiative in which the station substantially participated; the date(s) of each initiative; the names and titles of the station personnel who participated in each initiative; and a short summary of the nature and extent of the station's participation in each initiative.

The following conventions host career fairs. A representative from NBC Universal's talent acquisition team participates on behalf of the NBC Owned Stations. Additionally, leaders from our local station may participate for the purpose of recruiting talent.

**National Association of Black Journalists & National Association of Hispanic Journalists Career Fair**

August 3-7, 2022

Las Vegas, Nevada

NBCUniversal Talent Acquisition Team, NBC Connecticut Assistant News Director

**Asian-American Journalists Association National Convention**

July 27-30, 2022

Los Angeles, CA

NBCUniversal Talent Acquisition Team

**WVIT Internship Program.** NBCUniversal has developed a robust Campus 2 Careers paid internship program. The Director of Human Resources, Mary Anderson, manages the program locally. The paid internship affords students the opportunity to participate in more than one intern experience. The Station has worked to build an active and healthy internship program to provide students a learning experience while contributing to the work performed at our station. The enhanced program has resulted in students who are well-prepared to become employees at our station upon graduation. During the current Annual Report year 10 interns have participated in the station's internship program. There were five interns who were qualified to interview for open positions, and one former intern was hired as freelance and ultimately was qualified to fill a full time position this year.

**NBCU Owned Television Stations' Associate Programs.** The Sales and News Associate programs are an opportunity for early career professionals to hone their skills specific to the Broadcast industry. Participants in the program work in a fast-paced local television organization within an NBC Owned Station. Associates undergo an intense week-long orientation filled with workshops, lunches with guest speakers and training. The program lasts an average of one year where it concludes with successful associates accepting full-time Account Executive or Producer (news) positions within the Owned Stations group. NBC Connecticut hosted a News Associate for the 2022 calendar year who was a successful candidate for an open Producer position in 2022.

**Equal Employment Opportunity Training.** All Station employees are required to attend a course designed to prevent harassment and discrimination. Training is offered to ensure 100% participation. Starting in 2006 and offered annually, all hiring managers received coaching on new regulations set by the Office of Federal Contract Compliance Programs (OFCCP) regarding the definition of an internet applicant and the necessary recordkeeping for such applicants.

**Internal Skills Enhancement Programs.** Employees of the Station are provided with training and development opportunities designed to enhance their ability to assume positions of greater responsibility. Various programs are provided via external vendors and internal NBCU sponsored programs. During this last reporting period, Station employees participated in the following development courses: JUMP, PIVOT, LEAD; all leadership development courses facilitated by NBCU's training team. In addition, online courses on a variety of topics are available to all employees. Courses include: Negotiation Skills, Time Management, Team Building, Goal Setting, Project Management, Communication Skills and Conflict Management.

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM**

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
<b>SEE APPENDIX A (ATTACHED) FOR A COMPLETE LIST OF NBC Connecticut WVIT RECRUITMENT SOURCES</b> <b>NBC Connecticut ADDS AGENCIES TO THIS LIST UPON WRITTEN REQUEST.</b>				

Job Title	Date Filled	Recruitment Source That Referred Ultimate Hire
Account Executive	5/23/2022	Contacted by NBCU HR
Account Executive	3/28/2022	Referral
Assistant News Director	1/10/2022	Linkedin
Assignment Editor	3/7/2022	NBCUniversal Careers Site
Chief Photographer	3/14/2022	Current NBCUniversal Employee
Commercial Copy Coordinator	9/6/2022	NBCUniversal Careers Site
Creative Services Director	12/27/2021	Current NBCUniversal Employee
Digital Editor	1/17/2022	Current NBCUniversal Employee
Director	4/5/2021	Current NBCUniversal Employee
Executive Producer	8/29/2022	Current NBCUniversal Employee
Executive Producer	5/30/2022	Referral
Human Resources Coordinator	11/14/2022	NBCUniversal Careers Site
Local Sales Director	1/24/2022	Current NBCUniversal Employee
Marketing Coordinator	6/20/2022	Current NBCUniversal Employee
Marketing Coordinator	8/22/2022	NBCUniversal Careers Site
Marketing Manager	2/21/2022	Current NBCUniversal Employee
Multi-Media Journalist	6/6/2022	NBCUniversal Careers Site
Multi- Platform Video Producer	8/15/2022	NBCUniversal Affinity Groups
National Sales Director	11/7/2022	Current NBCUniversal Employee
Producer	11/21/2022	NBCUniversal Careers Site

Producer	C10/10/2022	NBCUniversal Careers Site
Producer	7/11/2022	NBCUniversal Careers Site
Producer	7/11/2022	NBCUniversal Careers Site
Producer	6/27/2022	Current NBCUniversal Contractor / Freelancer
Producer	7/4/2022	NBCUniversal Careers Site
Producer	9/12/2022	Current NBCUniversal Employee
Promotions Producer	6/27/2022	NBCUniversal Careers Site
Reporter	9/26/2022	Current NBCUniversal Contractor / Freelancer
Reporter	9/19/2022	Facebook
Reporter/Anchor	4/4/2022	Contacted by NBCU HR
Systems Engineer	6/6/2022	Current NBCUniversal Employee
Telemundo Commercial Producer	5/30/2022	Linkedin

## APPENDIX A – Recruitment Source List

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone / e-mail	Has this source requested notices?
NBCUniversal Career Site	<a href="http://www.nbcunicareers.com">www.nbcunicareers.com</a>	Scott Williams	<a href="mailto:Scott.Williams2@nbcuni.com">Scott.Williams2@nbcuni.com</a> 646-630-1632	No
Linkedin	<a href="http://www.linkedin.com">www.linkedin.com</a>	Scott Williams	<a href="mailto:Scott.Williams2@nbcuni.com">Scott.Williams2@nbcuni.com</a> 646-630-1632	No
Indeed.com	<a href="http://www.indeed.com">www.indeed.com</a>	Scott Williams	<a href="mailto:Scott.Williams2@nbcuni.com">Scott.Williams2@nbcuni.com</a> 646-630-1632	No
Spots N Dots (when applicable)	<a href="http://www.spotsndots.com">www.spotsndots.com</a>	Scott Williams	<a href="mailto:Scott.Williams2@nbcuni.com">Scott.Williams2@nbcuni.com</a> 646-630-1632	No
Broadcasting and Cable (when applicable)	<a href="http://www.broadcastingcable.com">www.broadcastingcable.com</a>	Scott Williams	<a href="mailto:Scott.Williams2@nbcuni.com">Scott.Williams2@nbcuni.com</a> 646-630-1632	No
Facebook	<a href="http://www.Facebook.com">www.Facebook.com</a>	Scott Williams	<a href="mailto:Scott.Williams2@nbcuni.com">Scott.Williams2@nbcuni.com</a> 646-630-1632	No
NBC Universal Affinity Group	NBCU Employee Resource Groups	Talent Acquisition Recruiters		No
Campus Job Board/Event	Various university career sites	Talent Acquisition Recruiters		No
Search Firm Agency	Agency outreach	Talent Acquisition Recruiters		No